

# PHA Plans

## Streamlined 5-Year/Annual Version

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
(exp 05/31/2009  
)

---

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

---

## Streamlined 5-Year Plan for Fiscal Years 2008 - 2012

## Streamlined Annual Plan for Fiscal Year 2008

## Northampton County Housing Authority PA076 v01

**October 8, 2007**

**NOTE:** This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

## Streamlined Five-Year PHA Plan Agency Identification

**PHA Name:** Northampton County Housing Authority **PHA Number:** PA076

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2008

### PHA Programs Administered:

☒ **Public Housing and Section 8**

Number of public housing units: 106

Number of S8 units: 700

☐ **Section 8 Only**

Number of S8 units:

☐ **Public Housing Only**

Number of public housing units:

☐ **PHA Consortia: (check box if submitting a joint PHA Plan and complete table) N.A.**

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:**

**(select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

## 5-YEAR PLAN PHA FISCAL YEARS 2008 - 2012

[24 CFR Part 903.5]

**NOTE:** Underlined passages have been added to 5-Year plan to reflect 2007 activity.

### **A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here) to serve the citizens of its jurisdiction by providing affordable housing in a socially, environmentally and fiscally responsible manner, and by forming effective partnerships with other agencies and organizations to maximize equal and affordable housing opportunities.

### **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☒ Apply for additional rental vouchers to the maximum available, provided that lease-up of current allocation is close to meeting PHA percentage goals. (3/01: PHA received 100 Section 8 Vouchers plus 10 Section 8 Mainstream units if FY 2000. 11/01: PHA received HUD five-year funding to initiate a Shelter Plus program of approximately ten units. 4/03 Shelter Plus Program to become operational in 2003. Coordination plans with cooperating agencies are in place. 9/03: The Shelter Plus Program is now fully operational, with 11 occupied units.
- ☐ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities: develop revolving fund loan program within two years using up to 30% of PHA Operating Reserve to leverage new and on-going home ownership, special needs and other affordable housing programs. (3/01: PHA provided pass-through for

loan funding to develop affordable housing in cooperation with County of Northampton and Valley Housing Development Corporation in FY 2000. 6/01: PHA provided loan to Alliance for Building Communities/Ramblewood Partners for development of affordable housing/home ownership units in Freemansburg, Northampton County. 3/02: Ramblewood Partners loan satisfied in full, with affordable housing units developed as proposed.

- ☒ Acquire or build units or developments in locations consistent with the goal of deconcentrating poverty and expanding housing and economic opportunities. Such locations (with census tract poverty rates below 20%) include virtually all municipalities within the PHA's jurisdiction. The PHA proposes to accomplish this through the use of such techniques as project-based vouchers, with the goal of developing 25 to 75 such units in the next five years (2003-2007). 7/03: PHA has received HUD approval to participate in the development of 60 Project-Based Voucher units in Wilson Borough. 8/04: Construction completion and lease-up of 60 unit Project-Based Voucher project in Wilson expected within thirty to sixty days. 8/05: Wilson Project-Based Voucher building is complete and fully occupied.

- ☒ Other: maximize issuance of Section 8 Vouchers, to occupy at least 95% of units (based upon maximum HAP payments) within two years. (7/02: PHA has added staff, increased lease-up and anticipates 95% issuance in 2003. 6/03 Current lease-up is 675 of 860 units. With the addition of 60 project-based voucher units authorized by HUD, lease-up will increase to over 85%. 9/04: Current lease-up is 646 of 860 units. This does not include any of the 60 project-based voucher units. 8/05: Lease-up of sixty new project-based voucher units in Wilson Borough significantly increased totals. HUD funding freeze prevents further lease-up. The PHA will resume its aggressive efforts to expand the program when and if this freeze is rescinded. 8/06: PHA has not yet received response from HUD to request that 60 Wilson Borough units be included when computing annual funding given PHA for operation of Voucher program. However, PHA has achieved Voucher lease-up of about 99.5% of current budget authority, as of the end of June, 2006. 8/07: PHA is implementing procedures to increase Voucher lease-up based on receipt of additional funding from HUD (per notification in mid-2007).

- ☒ Other: 8/06: Increase access to affordable housing by reducing fraudulent occupancy of Public Housing and Voucher units. Working with HUD and other agencies, and using enhanced technology methods, the PHA helped identify, prosecute and/or remove from its rolls tenants whose rent subsidies were based in whole or in part on fraudulent or inaccurate reporting of income or other violations. 8/07: PHA's on-going fraud-reduction efforts received continuing support from HUD.

Other: 8/07: Improve efficiency of PHA operations to maximize award of ☒ PHA  
Goal: Expand the supply of assisted housing

Objectives:

8/07: PHA is implementing procedures to increase Voucher lease-up based on receipt of additional funding from HUD (per notification in mid-2007).



. 8/07: PHA's on-going fraud-reduction efforts received continuing support from HUD.

Other: 8/07: Improve efficiency of PHA operations to maximize Vouchers by implementing new web-based computerized record-keeping system.



PHA Goal: Improve the quality of assisted housing

Objectives:

☒ Improve public housing management: PHAS score as of most recent year reported (2004) is 87. 8/06: For subsequent year(s), according to HUD's Integrated Assessment Subsystem (nass), "Score Information for this PHA is not available according to the regulatory requirements for small public housing agencies."

☒ Improve voucher management: SEMAP score as of 2003 was 83. 8/05: The PHA was notified in April 2005 that its SEMAP score was 96%, making it once again a "High Performer." 8/06: PHA SEMAP score for 2005 was 100%. 8/07: PHA SEMAP score for 2006 was again 100%.

☐ Increase customer satisfaction:

☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

☒ Renovate or modernize public housing units: improvements to include structural repairs and electrical improvements at Oliver C. Border House, expansion of Section 8 offices. (Rev. 4/01. Also, see Attachment 3, Resident comments. 11/01: PHA has constructed handicapped-accessible parking lot at PHA main office. 7/02: PHA is preparing for above work and drainage repairs at OCB, finish upgrades at HJM. PHA will develop five-year Capital Fund Project master plan by January, 2003. 4/03: PHA has received bids and will enter into construction contracts to expand Section 8 offices, upgrade structural and electrical systems at Oliver C. Border House, and replace flooring at Howard Jones Manor, 7/03: PHA has developed a five-year Capital Fund Project Action Plan: 8/04: Administrative office work and HJM flooring projects are complete, OCB drainage repair work is in progress. 8/05: PHA is beginning a new Section 504 assessment (accessibility review by the Lehigh Valley Center for Independent Living) and will also begin an Energy Audit in 2005. 8/06: Section 504 assessment completed, and PHA has begun development of plans for implementation of suggested improvements, using Capital Funds. 8/07: Begin construction on a series of entry and public restroom improvements at Oliver C. Border House to improve accessibility, as recommended in Section 504 assessment of 2006.

☐ Demolish or dispose of obsolete public housing:

☐ Provide replacement public housing:

☐ Provide replacement vouchers:

☒ Other: (list below) work towards regaining status as High Performing agency. 8/05: High Performing status achieved in April 2005.

- ☒ PHA Goal: Increase assisted housing choices
- Objectives:
- ☐ Provide voucher mobility counseling:
  - ☒ Conduct outreach efforts to potential voucher landlords: 8/02: The PHA will develop and implement a region-wide effort to educate and attract potential voucher landlords. 9/02: The first Landlord Outreach meeting has been held, with participation by HUD, other PHA's and a number of potential landlords. Follow-up efforts are anticipated through 2003. 4/03: The PHA has helped form a coalition of five local PHAs to jointly fund and develop the Landlord Outreach Program. Activity will continue through the remainder of 2003 and into 2004. 9/04: Five hundred landlords attended a Landlord Outreach seminar organized primarily by this PHA and conducted by local PHA's in September 2003. Ten or more units were brought into this program as a result. More units were realized in the jurisdictions of the other PHA's. This PHA is in the planning stages of a smaller scale outreach to our municipalities, to be conducted late in 2004. 8/06: PHA exhibited at Lehigh Valley Landlord Association Expo, and will continue to do so.
  - ☐ Increase voucher payment standards
  - ☐ Implement voucher homeownership program:
  - ☒ Implement public housing or other homeownership programs and/or provide funding to ongoing successful local programs. (Goal: 15 units within 3 years. 4/02: seven units have been built and sold by the Alliance for Building Communities/Ramblewood program described above.) 7/02: Based on HUD directive, funding of various initiatives for the PHA's increased assisted housing choices goal is contingent upon PHA achieving full lease-up of Section 8 units. Achieving the targeted lease-up goal, as noted above, will be stressed in the early implementation of this 5-year plan.
  - ☐ Implement public housing site-based waiting lists:
  - ☐ Convert public housing to vouchers:
  - ☒ Other: continue to develop and implement leveraged funding program(s) as noted above. 9/02: encourage new initiatives for in-place tenants at any time, while deferring new other initiatives in accordance with HUD regulations until such time as the PHA achieves or approaches 95% Section 8 lease-up.
  - ☒ Other: 7/03: Develop programs to meet needs of residents that are currently not being addressed, such as assisted living needs of the elderly and frail elderly. Goal: develop 10-20 units of housing to address these needs by 2006. 8/05: work on this initiative has been temporarily suspended pending HUD's rescission of its funding freeze. 8/07: PHA to resume consideration of affordable assisted living housing development, based on new state and Medicaid initiatives regarding funding of such programs.
  - ☒ Other: 8/05: Maintain liaison with county-based Affordable Housing Advisory Board to explore and encourage creative housing strategies. 8/07: PHA participation in the County Affordable Housing Advisory includes the chairperson of that board (now a PHA board member), the PHA Executive Director and the

PHA planning consultant. County Affordable Housing Advisory Board is now coordinating efforts in a bi-county area.

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment
- Objectives:
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - ☐ Implement public housing security improvements:
  - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - ☒ Other: (list below): 8/06: Improve living environment. PHA and PHA resident successfully petitioned Environmental Protection Agency to require neighboring commercial site to “encapsulate fugitive dust” blowing from neighbor’s unpaved road on to PHA property.
  - ☒ Other: (list below): 8/06: PHA prepared and coordinated a joint Request for Proposals among four regional PHA’s to have energy audits performed at all public housing facilities.
  - ☒ Other: (list below): 8/06: PHA worked with American Red Cross in Public Housing buildings to develop voluntary “I’m Okay” Program in which residents look out for well-being of each other.

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- ☐ Increase the number and percentage of employed persons in assisted families:
  - ☐ Provide or attract supportive services to improve assistance recipients’ employability:
  - ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - ☒ Other: improve liaison with agencies providing appropriate services, particularly to groups or individuals identified as in greatest need by Commonwealth of Pennsylvania Consolidated Plan, northeast region. (3/01: PHA received Mainstream Program funding in FY 2000, to develop ten unit program in cooperation with Lehigh Valley Center for Independent Living. 11/01: Program is now fully operational, all units occupied. 11/01: PHA will work with several local homeless/mentally ill agencies to implement new Shelter Plus Program, beginning in 2002. 4/03: Mainstream Program is fully operational; 9/04: Shelter Plus Program became fully operational in 2004.

## **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: including support of initiatives to develop housing for persons with disabilities. (Goal: 5 units within three years. PHA applied for and received Mainstream Program funding in FY 2000 to develop ten-unit program for persons with disabilities. 4/03: All ten Mainstream Program units are in operation.)
  - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: 1/04: In addition to input from disabled residents through its Resident Advisory Board, the PHA will request comment at least yearly on its 5-year and Annual Plans from the Lehigh Valley Center for Independent Living, an advocacy group. The PHA has also amended its 5-year Capital Funding Plan to include a comprehensive Section 504 review in its Public Housing facilities. 7/04: PHA completed a Section 504 review of its Public Housing Facilities, determining that no significant accessibility initiatives were required. However, the PHA is beginning implementation of its Five-year Capital Fund Program initiative to convert a significant number of bathtub units into more accessible roll-in showers. 8/05: PHA has begun working with the Lehigh Valley Center for Independent Living to conduct an independent Section 504 review. 8/05: PHA has converted approximately fifty percent of Border House bathtubs into more accessible step-in tubs. (All units converted by specific tenant request. A similar program is to be implemented at Howard Jones Manor.) 8/06: Section 504 assessment completed, and PHA has begun development of plans for implementation of suggested improvements, using Capital Funds. Accessible step-in tub conversion has been completed at Howard Jones Manor. 8/07: Begin construction on a series of entry and public restroom improvements at Oliver C. Border House to improve accessibility, as recommended in Section 504 assessment of 2006.

**(End of 5-Year Plan: 2008-2012)**



## Streamlined Annual PHA Plan PHA Fiscal Year 2008

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

#### **A. ANNUAL STREAMLINED PHA PLAN COMPONENTS**

- ☒ 1. Housing Needs
- ☒ 2. Financial Resources
- ☒ 3. Policies on Eligibility, Selection and Admissions
- ☒ 4. Rent Determination Policies
- ☒ 5. Capital Improvements Needs
- ☐ 6. Demolition and Disposition
- ☐ 7. Homeownership
- ☒ 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- ☒ 9. Additional Information
  - a. PHA Progress on Meeting 5-Year Mission and Goals (see Attachment 1)
  - b. Criteria for Substantial Deviations and Significant Amendments
  - c. Other Information Requested by HUD
    - i. Resident Advisory Board Membership and Consultation Process
    - ii. Resident Membership on the PHA Governing Board
    - iii. PHA Statement of Consistency with Consolidated Plan
    - iv. (Reserved)
- ☒ 10. Project-Based Voucher Program
- ☒ 11. Supporting Documents Available for Review
- ☒ 12. FY 2007 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☒ 13. Capital Fund Program 5-Year Action Plan
- ☐ 14. Other (List below, providing name for each item)

Attachment 1 - Narrative describing progress on 5-Year Plan: 2006-2010.

#### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;**

**Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.**

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions;**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

## **Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

## **1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

### **A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	440		10%
Extremely low income <=30% AMI	230	52	
Very low income (>30% but <=50% AMI)	210	48	
Low income (>50% but <80% AMI)			
Families with children	295	67	
Elderly families	145	33	
Families with Disabilities	100	22	
Race/ethnicity (w)	370	84	
Race/ethnicity (hisp)	45	10	
Race/ethnicity (b)	75	17	
Race/ethnicity (other)	0	0	
Characteristics by Bedroom Size (Public Housing Only)	n.a.		
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N.a.			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Waiting list open to "Extremely Low Income" applicants.			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance: Project-Based Vouchers			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	170		10%
Extremely low income <=30% AMI	100	60	
Very low income (>30% but <=50% AMI)	70	40	
Low income (>50% but <80% AMI)			
Families with children			
Elderly families	155	90	
Families with Disabilities	50	30	
Race/ethnicity (w)	160	90	
Race/ethnicity (other)	10	5	
Race/ethnicity (b)			
Race/ethnicity (other)			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	n.a.		
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N.a.			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	100		10%
Extremely low income <=30% AMI	30	30	
Very low income (>30% but <=50% AMI)	70	70	
Low income (>50% but <80% AMI)			
Families with children			
Elderly families	90	90	
Families with Disabilities	20	20	
Race/ethnicity (w)	97	97	
Race/ethnicity (other)	3	3	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	100	100	
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N.a.			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

## B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

#### **Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☒ Other: Assess impact and await rescission of HUD funding freeze in order to implement 5-Year Plan goals.

#### **Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available: Since 2000, the PHA received funding for 100 Voucher units, 10 Mainstream and 10 Shelter Plus units, and is participating in the development of 60 Project-Based Voucher units to help accommodate individuals on its current waiting lists. Additional units will be requested consistent with leasing goals.
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: begin to establish mechanism for supporting development of newly created or existing home ownership and special needs affordable housing programs.

- ☒ 8/05: Maintain liaison with county-based Affordable Housing Advisory Board to explore and encourage creative housing strategies.
- ☒ Other: 8/06: Increase access to affordable housing by reducing fraudulent occupancy of Public Housing and Voucher units. Working with HUD and other agencies, and using enhanced technology methods, the PHA helped identify, prosecute and/or remove from its rolls tenants whose rent subsidies were based in whole or in part on fraudulent or inaccurate reporting of income or other violations.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504. (11/01: Handicapped-accessible parking lot adjacent to PHA offices completed.)
- ☒ Needs Assessment for Public Housing: maintain compliance w/current regs.
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available: (4/01: The PHA applied for and received funding for 10 Mainstream units in 2000. 11/01: Program fully implemented, all units occupied in 2001. 11/01: The PHA applied for and received funds to implement a Shelter Plus Program of approximately ten units for five years, beginning in 2003.) 9/04: The Shelter Plus Program is fully operational, with 11 occupied units.
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints

☒ Limited availability of sites for assisted housing



- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board: pending
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

## 2. Statement of Financial Resources

### Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	215,000	Operations
b) Public Housing Capital Fund	116,079	See Capital Fund 2006 Stmt.
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,781,922	HAP payments, etc.
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
Tenant Rents	290,000	Administrative
Voucher Program rent	5,000	Administrative
<b>4. Other income (list below)</b>		
Laundry receipts	5,000	As reqd. By HUD regs
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	4,413,001	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (state number) top two on list
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☐ PHA main administrative office
- ☒ PHA development site management office
- ☐ Other (list below)

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes,

complete the following table; if not skip to d. No ☒

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? \_\_\_\_

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? \_\_\_\_

4. ☐ Yes ☒ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

- How many site-based waiting lists will the PHA operate in the coming year? none
- ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
- ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
- Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply

☐

Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One  
☐ Two  
☒ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☐ Emergencies  
☐ Over-housed  
☐ Under-housed  
☐ Medical justification  
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)  
☐ Resident choice: (state circumstances below)  
☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition):  
☐ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below) Individuals who work or have been hired to work or are going to school in the jurisdiction.
- ☒ Other: Federally declared disaster

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- ☒ Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition): Federally declared disaster.
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 2** ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)
- 1** ☐ Other: Federally declared disaster

4. Relationship of preferences to income targeting requirements:

- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable



### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease  
☒ The PHA's Admissions and (Continued) Occupancy policy  
☒ PHA briefing seminars or written materials  
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal  
☒ Any time family composition changes  
☐ At family request for revision  
☐ Other (list)

### **(6) Deconcentration and Income Mixing**

a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors):
- ☐ Other (list below)
- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☒ Other (describe below) Information regarding previous landlord/tenant.

### **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

### **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: Subsequent 30-day extensions up to a maximum of 120 days, or as determined necessary for reasonable accommodation for individuals with disabilities.

#### **(4) Admissions Preferences**

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs).

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition): Federally declared disaster.
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below): Individuals who work or have been hired to work or are going to school in the jurisdiction.
- ☒ Other: Federally declared disaster.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

☒ Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition):
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 2** Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)
- 1** Federally declared disasters.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable

### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan: (Mainstream Program)
- ☒ Briefing sessions and written materials
- ☒ Other (list below): Shelter Plus Program administered by Valley Housing Development Corp.

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

☐

Through published notices

☒

Other (list below): Mainstream Program draws from Voucher waiting list; Shelter Plus from program administrator Valley Housing Development Corp. referrals.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.12(b), 903.7(d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

☒

The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

☐

The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

☒

\$0

☐

\$1-\$25

☐

\$26-\$50

2. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)
- If yes, state percentage/s and circumstances below:

- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs

- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☒ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) rent change exceeding \$10/mo.
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below): Pennsylvania Housing Finance Agency approved rents at comparable nearby units

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☒ Other (list below): As determined necessary (but at least annually) to reflect market conditions, rent burden, program rental success rates and PHA budgetary considerations.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☒ Other (list below): PHA budgetary considerations

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Capital Improvement Needs**

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

### **A. Capital Fund Activities**

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.



### (1) Capital Fund Program

- a. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. ☐ Yes ☒ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

### B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

#### (1) Hope VI Revitalization

- a. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)  
Development name:  
Development (project) number:  
Status of grant: (select the statement that best describes the current status)  
☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway
- c. ☐ Yes ☒ No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. ☐ Yes ☒ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

- e. ☐ Yes ☒ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

## **6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If "No", skip to component 7; if "yes", complete one activity description for each development on the following chart.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

## (2) Program Description

### a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? \_\_\_\_

### b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

c. What actions will the PHA undertake to implement the program this year (list)?

## (3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. ☐ Demonstrating that it has other relevant experience (list experience below).

## **8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

## **9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

### **A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2006 - 2010.) See Attachment 1.*

### **B. Criteria for Substantial Deviations and Significant Amendments**

#### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

a. Substantial Deviation from the 5-Year Plan

b. Significant Amendment or Modification to the Annual Plan

### **C. Other Information**

[24 CFR Part 903.13, 903.15]

#### **(1) Resident Advisory Board Recommendations**

- a. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s? RAB approved Plan as written: October, 2007.

If yes, provide the comments below:

Section to be completed. N.A.

- b. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- ☐ Other: (list below)

## (2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

☒ Yes ☐ No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Elnora Lee

Method of Selection:

☒ Appointment

**The term of appointment is (include the date term expires):** February 2010

☐ Election by Residents (if checked, complete next section--Description of Resident Election Process)

### Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- ☐ The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- ☐ Other (explain):

Date of next term expiration of a governing board member: February 10, 2010.

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): Recommendation by Northampton County Executive (currently John Stoffa); approval/appointment by Northampton County Council.

### **(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

#### **Consolidated Plan jurisdiction: (provide name here)**

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- ☒ The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) The PHA has reviewed this plan with respect to the Pennsylvania Consolidated Plan/Action Plan. The Consolidated Plan supports the PHA plan with the following actions and commitments: *"The projected outcome of this program is wholly consistent with the Commonwealth's plan to end homelessness as well as many of HUD's National Objectives."* A Certification of Consistency with the Consolidated Plan was received from the Commonwealth of Pennsylvania Office of Community Development, F. Edward Geiger III, Director, dated September 17, 2007.

**(4) (Reserved)**

Use this section to provide any additional information requested by HUD.

## **10. Project-Based Voucher Program**

- a. ☐ Yes ☒ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. ☐ Yes ☒ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- ☐ Low utilization rate for vouchers due to lack of suitable rental units
- ☐ Access to neighborhoods outside of high poverty areas
- ☐ Other (describe below:)

Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts): n.a. (Does not include Project-Based Voucher Units already in program.)

## **11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans**

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
x	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
x	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
x	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
n.a.	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
x	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
x	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
x	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
x	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
n.a.	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
x	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
x	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
n.a.	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
x	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
x	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures



List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
x	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
n.a.	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
n.a.	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
x	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
n.a.	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
n.a.	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
n.a.	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
n.a.	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
n.a.	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
n.a.	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
n.a.	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
n.a.	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
n.a.	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
n.a.	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
n.a.	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
x	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
x	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
n.a.	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
n.a.	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
n.a.	Other supporting documents (optional). List individually.	(Specify as needed)

## 12. Capital Fund Program and Capital Fund Program Replacement Housing Factor

Annual Statement/Performance and Evaluation Report.

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

				<b>Grant Type and Number</b>							
<b>PHA Name:</b> Northampton County Housing Authority				Capital Fund Program Grant No: PA26 PO76 501-05				<b>Federal FY of Grant:</b>			
				Replacement Housing Factor Grant No:				<b>2005</b>			

<input type="checkbox"/>	Original Annual Statement	<input type="checkbox"/>	Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/>	Revised Annual Statement (Revision No: 1 )						
<input checked="" type="checkbox"/>	Performance and Evaluation Report for Period Ending:	6/30/2007		<input type="checkbox"/>	Final Performance and Evaluation Report						

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	8,000.00	8,000.00	8,000.00	
3	1408 Management Improvements - Soft Costs	24,246.00	24,246.00	24,246.00	20,302.50
	1408 Management Improvements - Hard Costs	-	-		
4	1410 Administration	12,123.00	12,123.00	12,123.00	12,123.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	17,110.00	17,110.00	17,110.00	17,110.00
8	1440 Site Acquisition				
9	1450 Site Improvements	-	-		
10	1460 Dwelling Structures	42,643.00	-		
11	1465.1 Dwelling Equipment - Non-expendable		-		
12	1470 Non-dwelling Structures	-	54,753.00	43,431.00	40,731.50
13	1475 Non-dwelling Equipment	17,110.00	5,000.00	5,000.00	-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (Sum of lines 1 - 19)	121,232.00	121,232.00	109,910.00	90,267.00
	Amount of line XX related to LBP Activities				
	Amount of line XX related to Section 504 Compliance	34,754	34,754		
	Amount of line XX related to Security - Soft Costs				
	Amount of line XX related to Security - Hard Costs				
	Amount of line XX related to Energy Conservation Measures	20,000	20,000		
	Collateralization Expenses or Debt Service				

## Part II: Supporting Pages

form HUD-50075-SF (04/30/2003)

### Part III: Implementation Schedule

form HUD-50075-SF (04/30/2003)

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary									
PHA Name: Northampton County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA26 PO76 501-06 Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2006</b>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (Revision No: )				4 10/8/2007	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:				<input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost					
		Original	Revised	Obligated	Expended				
1	Total Non-CFP Funds								
2	1406 Operations	10,000.00	13,353.00	13,353.00	4,857.32				
3	1408 Management Improvements - Soft Costs	15,000.00	16,961.00	16,961.00	16,961.00				
	1408 Management Improvements - Hard Costs	-	-						
4	1410 Administration	10,000.00	10,000.00	10,000.00	10,000.00				
5	1411 Audit								
6	1415 Liquidated Damages								
7	1430 Fees and Costs	15,000.00	20,987.00	20,987.00	20,987.00				
8	1440 Site Acquisition								
9	1450 Site Improvements	-	-						
10	1460 Dwelling Structures	65,000.00	17,337.00	17,337.00					
11	1465.1 Dwelling Equipment - Non-expendable								
12	1470 Non-dwelling Structures	-	38,197.00	38,197.00	30,586.00				
13	1475 Non-dwelling Equipment	5,000.00	-	-	-				
14	1485 Demolition								
15	1490 Replacement Reserve								
16	1492 Moving to Work Demonstration								
17	1495.1 Relocation Costs								
18	1499 Development Activities								
19	1502 Contingency								
	Amount of Annual Grant: (Sum of lines 1 - 19)	120,000.00	116,835.00	116,835.00	83,391.32				
	Amount of line XX related to LBP Activities								
	Amount of line XX related to Section 504 Compliance	5,000	50,000	38,197.00	38,197.00				
	Amount of line XX related to Security - Soft Costs								
	Amount of line XX related to Security - Hard Costs								
	Amount of line XX related to Energy Conservation Measures	45,000	20,000	17,337.00	0				
	Collateralization Expenses or Debt Service								

PHA Name: Northampton County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26 PO76 501-06 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Develop. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide	General Operations	1406		10,000.00	13,353.00	13,353.00	4,857.32	In Progress
HA-Wide	Management Improvements & Operations	1408		15,000.00	16,961.00	16,961.00	16,961.00	Completed
HA-Wide	Administration - Salaries & Benefits	1410		10,000.00	10,000.00	10,000.00	10,000.00	Completed
HA-Wide	Fees & Costs	1430		15,000.00	20,987.00	20,987.00	20,987.00	Completed
PA 76-2	Section 504 Compliance & Improvements	1470	2 restr'ms	20,000.00	38,197.00	38,197.00	30,586.00	In Progress
PA 76-2	Appliance Replacement : Ranges & refrigerators	1465.1 *	* 5 units	5,000.00	-			deleted
PA 76-6	Appliance Replacement : Ranges & refrigerators	1465.1	* 31 units	45,000.00	-			Not Started
PA 76-2	Energy Audit heating Improvements	1460	1 bldg	-	17,337.00	17,337.00		Moved up from
								2007; in Progress
	* originally shown as Account 1460							
	Page Total			120,000.00	116,835.00	116,835.00	83,391.32	

## Part III: Implementation Schedule

form HUD-50075-SF (04/30/2003)



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

		<b>Grant Type and Number</b>			
<b>PHA Name:</b> Northampton County Housing Authority		Capital Fund Program Grant No: PA26 PO76 501-07		<b>Federal FY of Grant:</b>	
		Replacement Housing Factor Grant No:		<b>2007</b>	
<input type="checkbox"/>	<b>Original Annual Statement</b>	<input type="checkbox"/>	<b>Reserve for Disasters/Emergencies</b>	<input checked="" type="checkbox"/>	<b>Revised Annual Statement (Revision No: )</b>
<input checked="" type="checkbox"/>	<b>Performance and Evaluation Report for Period Ending: 6/30/2007</b>			<input type="checkbox"/>	<b>Final Performance and Evaluation Report</b>
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total Non-CFP Funds				
2	1406 Operations	10,000.00	12,597.00	-	
3	1408 Management Improvements - Soft Costs	15,000.00	15,000.00	-	
	1408 Management Improvements - Hard Costs	-	-		
4	1410 Administration	10,000.00	10,000.00	-	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000.00	15,000.00	-	-
8	1440 Site Acquisition				
9	1450 Site Improvements	5,000.00	15,000.00		
10	1460 Dwelling Structures	53,482.00	35,333.00	-	
11	1465.1 Dwelling Equipment - Non-expendable				
12	1470 Non-dwelling Structures	-		-	-
13	1475 Non-dwelling Equipment	5,000.00	13,149.00	-	-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (Sum of lines 1 - 19)	113,482.00	116,079.00	-	-
	Amount of line XX related to LBP Activities				
	Amount of line XX related to Section 504 Compliance	43,482	15,000		
	Amount of line XX related to Security - Soft Costs				
	Amount of line XX related to Security - Hard Costs				
	Amount of line XX related to Energy Conservation Measures	20,000	40,000		
	Collateralization Expenses or Debt Service				

## Part II: Supporting Pages

form HUD-50075-SF (04/30/2003)

## **Annual Statement/Performance and Evaluation Report**

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part III: Implementation Schedule

[illegible]

### 13. Capital Fund Program Five-Year Action Plan

#### Part I: Summary

PHA Name		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
HA-wide		Operations, Management Improvements, Administration, Fees and Costs	Operations, Management Improvements, Administration, Fees and Costs	Operations, Management Improvements, Administration, Fees and Costs	Operations, Management Improvements, Administration, Fees and Costs
76-2 OCB		Ongoing improvements*	Ongoing improvements*	Ongoing improvements*	Ongoing improvements*
		Energy Audit upgrades, phase II	Wood Street Canopy repairs	Update Section 504 review	Section 504 improvements
		Community room hvac/furnishings		Upgrade building systems	Update Energy Audit
				Appliance Replacements	
76-6 HJM		Ongoing improvements*	Ongoing improvements*	Ongoing improvements*	Ongoing improvements*
			New Patio/Canopy	Update Section 504 review	Section 504 improvements
				Appliance Replacements	Update Energy Audit
CFP Funds Listed for 5-year planning		\$113,482	\$113,482	\$113,482	\$113,482
Replacement Housing Factor Funds					

\* Upgrades of computer and telecommunications systems  
 Carpet replacement  
 Handicapped access accommodation requests

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : 2008 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 2009 FFY Grant: 2009 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	HA-wide	Operations, Management Improvements, Administration, Fees & Costs	50,000	HA-wide	Operations, Management Improvements, Administration, Fees & Costs	50,000
Annual						
Statement	Oliver Border House/PA 76-2	Ongoing Improvements*	5,000	Oliver Border House/PA 76-2	Ongoing Improvements*	5,000
		Energy Audit upgrades, Phase II	10,000		Wood Street Canopy repairs	5,000
		Community Room hvac/furnishings	45,000			
	Howard Jones Manor/PA 76-6	Ongoing Improvements	3,482	Howard Jones Manor/PA 76-6	Ongoing Improvements	3,482
					New Patio/Canopy	50,000
Total CFP Estimated Cost			\$113,482			\$113,482

\* Upgrades of computer and telecommunications systems  
Carpet replacement  
Handicapped access accommodation requests

## Part II: Supporting Pages—Work Activities

- \* Upgrades of computer and telecommunications systems
- Carpet replacement
- Handicapped access accommodation request

**Attachment 1**  
**Northampton County Housing Authority**  
**Narrative describing progress on 5-Year Plan, 2007-2011**

The 5-Year Plan of the Northampton County Housing Authority for 2007-2011 notes (in passages that are underlined) the following progress (and/or setbacks) realized from August 2006 through August 2007 towards achieving the goals and objectives described in the PHA's previous 5-Year Plan(s).

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
  - ☒ Other: 8/07: PHA is implementing procedures to increase Voucher lease-up based on receipt of additional funding from HUD (per notification in mid-2007).
  - ☒ Other: 8/07: PHA's on-going fraud-reduction efforts received continuing support from HUD.
  - ☒ Other: 8/07: Improve efficiency of PHA operations to maximize award of Vouchers by implementing new web-based computerized record-keeping system.
  
- ☒ PHA Goal: Improve the quality of assisted housing  
Objectives:
  - ☒ Improve voucher management: 8/07: PHA SEMAP score for 2006 was again 100%.
  - ☒ Renovate or modernize public housing units: 8/07: Begin construction on a series of entry and public restroom improvements at Oliver C. Border House to improve accessibility, as recommended in Section 504 assessment of 2006.
  - ☐ Demolish or dispose of obsolete public housing:
  - ☐ Provide replacement public housing:
  - ☐ Provide replacement vouchers:
  - ☒ Other: (list below) work towards regaining status as High Performing agency. 8/05: High Performing status achieved in April 2005.
  
- ☒ PHA Goal: Increase assisted housing choices  
Objectives:
  - ☒ Other: 8/07: PHA to resume consideration of affordable assisted living housing development, based on new state and Medicaid initiatives regarding funding of such programs.
  - ☒ Other: 8/07: PHA participation in the County Affordable Housing Advisory includes the chairperson of that board (now a PHA board member), the PHA Executive Director and the PHA planning consultant. County Affordable Housing Advisory Board is now coordinating efforts in

a bi-county area.



**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: 8/07: Begin construction on a series of entry and public restroom improvements at Oliver C. Border House to improve accessibility, as recommended in Section 504 assessment of 2006.

**End of Attachment 1**